



www.north-herts.gov.uk

The Owner / Occupier
Manse Court
156 High Street
Codicote
Hitchin
Hertfordshire
SG4 8UB

Our Ref : 24/01785/FP
Contact : William Thompson
Direct Line : 01462474206
Email : william.thompson@north-herts.gov.uk
Date: 4 September 2024

Dear Sir / Madam,

**Full Planning Permission : Single storey rear infill extension and alterations to fenestration
154 High Street, Codicote, Hitchin, Hertfordshire, SG4 8UB**

The application described above has recently been received by the Council.

I should be interested to know if you have views, either for or against the proposal, which you would like the Council to consider before it makes a decision on the application. If so, to ensure they are taken into account, please let me have them in writing by 4 October 2024, (30 days from the date of this letter).

Please note that the Council will not reply to individual representations received, but will discuss neighbour's views in the report written setting out the recommendation, and this report will be viewable on the Council's website under the above case reference number once the decision on the application is made.

You can view the plans and submit comments by visiting the Council's website using the Planning on-line facility - <https://pa2.north-herts.gov.uk/online-applications> . You will be asked to register the first time you comment on an application, but this will allow continued use of the system for tracking planning applications received. **The Council's decision (once issued) will be published on the website.**

When you comment on an application, it will be made publicly available to view on the Council's website, normally within five working days. Anonymous representations will not be accepted. We will display your name and address, but for data protection purposes we will not show your signature, telephone number or email address. The Council's Privacy Notice is available on our website: <https://www.north-herts.gov.uk/home/council-data-and-performance/data-protection/information-management-gdpr> . The public are entitled to take copies of all representations received. Please note we do not acknowledge receipt.

Requests for information under the Freedom of Information Act (FOI) or the Environmental Information Regulations (EIR) should not be included in representations as these need to be emailed to the appropriate team. Any FOI or EIR requests should be made separately here:

<http://www.north-herts.gov.uk/home/council-performance-and-data/data-protection-and-freedom-information/freedom-information-2>

There are many areas in the District which have a local parish or town council and these groups are consulted on applications which fall within their own areas. They will then provide a view of each application back to the Local Planning Authority. If you wish to see if you live in an area with a local parish or town council or if you wish to contact them for help or advice please refer to the Council's website which has a list of contact details - <https://www.north-herts.gov.uk/parish-councils-and-parish-meetings>

You may wish also to contact your local Ward Councillor(s) whose name(s) you will find below:

Codicote And Kimpton Ward

Councillor Ralph Gerald Muncer

Councillor Steven Patmore

Yours faithfully



Shaun Greaves
Development and Conservation Manager

Correspondence Address: North Herts Council, PO Box 10613, Nottingham, NG6 6DW
Application Ref: 24/01785/FP



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